

Rte. 108 Corridor Study Committee Meeting Minutes

January 17, 2019

**Municipal Center, Selectmen's Meeting Room
10 Bunker Hill Avenue**

MEMBERS PRESENT

Joe Lovejoy, Nate Merrill, Lucy Cushman, Mike Dane

MEMBERS ABSENT

Maria Stowell, Dick Swett

STAFF PRESENT

David Moore (Town Administrator)

Tavis Austin (Town Planner)

CALL TO ORDER

Lovejoy called the meeting to order at 7:00 PM

ACCEPTANCE OF MINUTES

Merrill moved and Cushman seconded a motion to accept the minutes of January 10, 2019.

Passed by unanimous vote.

AGENDA ITEMS DISCUSSED

1. Moore reported on his efforts to obtain legal review of the TIF Plan
 - a. Mr. Dugan was able to conduct only a cursory review, and offered some comments, but would not commit to a full legal review in time to meet the milestones for a warrant article for this year.
 - i. Noted that the narrative of the plan is more expansive than the ones he typically works with and warns that this may limit the town's flexibility in the future. Noted that TIF plans usually include a listing of the properties in the TIF district with property owners and assessed values.
 - b. Moore noted we do not have a legal review, which we agreed is needed by February 22.
 - c. Reached out to a contact at Exeter through Russ Dean for input.
2. Lovejoy Provided a summary of the BOS position
 - a. Noted that the idea of a special town meeting after the regular meeting in March to address the TIF plan was discussed
 - b. Expressed doubts that without final reports, and a full review of the numbers there is a way forward for presentation of a warrant article in time for the regular Town Meeting this year
3. Special Town Meeting option discussed
 - a. After discussion, the committee concluded that a Special Meeting is not a practical or appropriate option for the TIF plan, in part due to timing of the start of the tax year in April, and because of the difficulty of getting a balanced participation from the town.
4. Status of the final reports from W&S and AER were discussed
 - a. Both reports are now more than 2 months late
 - b. Russ (AER) is understood to be ill and not able to complete his work to meet any immediate deadline
5. Feasibility of presenting a warrant article this year evaluated
 - a. Exhaustive examination of options and timeline followed, in efforts to identify a practical path to presentation of a warrant article for this year's Town Meeting. The Committee concluded, with expression of some frustration and disappointment, that there is not a responsible way forward this year, due to the following critical items not being in place:

- i. TIF plan has not received the required legal review, and lacks the required “starting state” commercial property parcel and valuation details, dependent on the AER report
 - ii. Final AER and W&S reports are not yet submitted
6. Continuation of the Committee
 - a. Discussion followed on the appropriate next actions and whether the Committee should continue regular meetings
 - b. Dane stated that if the Committee concludes it cannot deliver a warrant article this year, it must not take any break until it has approved a clear and well-defined project plan to prepare for a successful effort for next year’s Town Meeting.
 - c. Discussion followed on the appropriate steps to assure a successful effort, including:
 - i. Community outreach
 - ii. Commercial land owners’ roundtable
 - iii. Build coalition with other Town Committees
 - iv. Prepare a properly-reviewed TIF plan
 - v. Explore connection to Exeter water and sewer plant with Exeter BOS
7. **Dane made the following motion:** *This group resolves that the analysis completed so far strongly supports a positive recommendation for presentation of a TIF to support water and sewer infrastructure, and commits to approving a project plan that outlines all milestones, including negotiation of an agreement with Exeter, conduct of community outreach, and outreach to commercial landowners, and all other actions as shall be determined to be required for successful presentation of an appropriate warrant article at the March 2020 town meeting. The project plan to be approved no later than 28 February 2019.*
 - a. **Seconded by Merrill**
 - b. **Passed unanimously**
8. Agreed that Moore will provide a draft of the above-mentioned Project Plan and will collaborate by email with Dane and Lovejoy on the effort
9. Detailed discussion on presentation or report for this year’s Town Meeting
 - a. Array of options were discussed and pros and cons weighed
 - b. No agreement reached on any form of presentation beyond the Committee Report (one-pager) published as part of the Town Report.
10. **Dane made the following motion:** *In view that W&S and AER share responsibility for missing our deadlines for presenting a TIF to the town in 2019, we request and require that both consultants add to their reports, at no additional charge, an appendix including all information required to maintain the report as fully valid and timely for a presentation to the town in 2020.*
 - a. **Seconded by Merrill**
 - b. **Passed unanimously**
11. Questions presented on Master Plan for the committee’s consideration
 - a. Austin indicated he would email a survey to the Committee for consideration and response
12. Lovejoy shared a draft of the Committee Report for review, stating it needed to be submitted by the following day (Friday, January 18)

NEXT MEETING

February 14, 2019. 7:00 PM

ADJOURNMENT

Cushman moved and Merrill seconded a motion to adjourn.

Passed by unanimous vote at 9:05 PM

Submitted by

Michael Dane, Acting Secretary